

**Charlotte County
Board of County Commissioners
Community Action Agency Advisory Board
October 18, 2012 Meeting Minutes**

Members Present:

Phillip Wickstrom, Frank Desguin, Alleen Miller, Stephen R. Deutsch, Dee Rutko, Paul Froeschle, Kim Gaut, Diane Corriveau.

Members Excused:

Kathleen Nelson

Members Absent:

Peter Burnett, Michael Haymans, Eunice Wiley

Staff Present:

Emily Lewis, Jessica Ralston, Vikki Carpenter and Ebony Louis

1. Welcome and Roll Call

Frank Desguin chaired the meeting and called to order at 4:06 pm.

2. Approval of July 2012 Meeting Minutes – *Vote Required*

Diane Corriveau states that there are two errors that need corrected on the minutes from previous meeting. Phil Wickstrom motions to approved minutes with changes. Paul Froeschle seconds motion to approve. Minutes approved with corrections.

3. Department Update

Emily Lewis updates board on department. She states there are several community initiatives that we are currently involved in. Vikki Carpenter informs the board that there are several people in the community that are now part of sub-committees that will be holding a town hall meeting in early January 2013 who will lead and facilitate getting input from the public. Phillip Wickstrom states that the Homeless Coalition normally takes the lead in a project like this however, since they are a funding agency and a potential service provider, they do not want a conflict of interest due to those issues so it has become a challenge to reach a consensus. Ms. Lewis informs the board that the Human Services Department together with United Way, Charlotte County Community Foundation and potentially the Southwest Florida Foundation and The Patterson Foundation to look at a large scale needs assessment for Charlotte County. Another initiative we are looking at is a OneStop Agency/Facility for our residents to eliminate duplication and streamline eligibility for customers/clients to help the referral process and procedures be more effective.

Emily informs that board that the department is currently out of funds for the rest of the month. She stated that we have to ration our funding so that way we are able to assist those families in need through the month of March 2013.

Ms. Carpenter relays updated information on the Stillwater house, stating that the new potential project for that location is to become a Veterans Transitional Housing for Veterans.

Emily also states that the 2012-2013 Community Resource Guide is available, which is not only for the criminal justice system or the school system, it is more for general services that encompass all different gametes, i.e., mental health services, housing service and workforce services.

Vikki updates the board with the information regarding a potential transit route from North Port area through Port Charlotte. She states that Metropolitan Planning Organization together with the joint Commissions between Sarasota County and Charlotte County are looking at the feasibility of doing a pilot fixed route from Sarasota to the Parkside District of Charlotte County. Commissioner Deutsch gave a little more detail regarding transit issue. He also noted that there will be potential locations for collector areas for the transit systems. Commissioner states that he does not think it will be a fixed route but more along the lines of a public transportation system that could work with our community.

Mrs. Lewis discusses and reviews the Household Report as of 9/30/2012 together with the 2011-2012 CSBG Quarterly Report.

4. Parkside Update- Roxann Read

Roxann updates the board on the two primary areas of focus which include Crime and Revitalization. Mrs. Read states that the Weed and Seed Program has formed sub-committees and that they are currently looking into what the program has to offer and what its further contributions will be.

5. Roles and Responsibilities Training

Mrs. Lewis states that we will discuss at the January 2013 meeting. She raises the question to have the meetings be allotted for two(2) hours instead of one (1). The board agrees to start meetings at 3:00 pm. Board has agreed. Meetings will be held starting at 3:00 pm beginning in January 2013. Additional training will be discussed and moved to next meeting due to time constraint.

6. Family Self Sufficiency Program Update – Ebony Louis

Mrs. Louis informs the board of her Family Self-Sufficiency program current outcomes. She states that currently she has 9 households which are approximately 40 individuals in the program with 7 households on the waiting list. Ebony gives the board individual updates on each household from Budget & Credit Counseling through Solstice to Educational and Childcare services. She states that she has a lot of collaboration within the community with other area organizations to ensure proper services are being provided to her clients, for example, SouthWest Florida Works, Charlotte County Housing Division, New Paradigm Foundation, Habitat for Humanity, Early Learning Coalition, Charlotte County School Board, etc...

7. Discussion of Annual Re-affirmation

Mrs. Lewis passes out the form to fill out for all necessary board members to either accept or decline an additional year of service.

8. Public Comments – Limited to 3 Minutes Each

None.

9. Member's Comments

Dee mentions the SouthWest Florida Works 11.11.11 program. She states that they are trying to get 11 Employers, to hire 11 Veterans, with 11 jobs. Emily informs board of upcoming Parkside Community Garden Dedication on November 14, 2012 located at the Family Service Center.

10. Adjournment

Frank Desguin adjourned meeting at 5:10pm.

Respectfully Submitted,

A handwritten signature in purple ink, appearing to read "Josselyn R. Rulstad". The signature is fluid and cursive, with the first name "Josselyn" being the most prominent part.

Recording Secretary